



Examination

California State Lands Commission

The California State Lands Commission guarantees equal opportunity to all regardless of race, color, creed, national origin, sex, marital status, religion, political affiliation, ancestry, disability, age, medical condition, sexual orientation, political/religious opinion, or discrimination filing.

It is the objective of the State of California to achieve a drug-free work place. Any applicant for state employment will be expected to behave in accordance with this objective because the use of illegal drugs is inconsistent with the law of the state, the rules governing civil service and the special trust placed in public servants.

MARINE SAFETY INSPECTOR

THIS IS AN OPEN STATEWIDE EXAMINATION

FINAL FILING DATE: Continuous

HOW TO APPLY: Obtain a State Application (Form 678) at CA State Lands Commission offices, Employment Development Department (EDD) offices, or download an application from the web at www.spb.ca.gov or www.slc.ca.gov. Standard State application (Form 678) must contain an original signature. **Faxed applications will not be accepted.**

Submit applications to:

California State Lands Commission
100 Howe Avenue, Suite 100-South
Sacramento, CA 95825-8202
Attn: Personnel

If you have a disability and need special testing arrangements, mark the appropriate box in Part 2 of the "Application for Examination". You will be contacted to make specific arrangements.

DO NOT SUBMIT APPLICATIONS TO THE STATE PERSONNEL BOARD.

NO WRITTEN TEST REQUIRED

The entire examination will consist of an interview.

ADDITIONAL FILING INFORMATION: If you meet the entrance requirements for this class and the Marine Safety Specialist I, with the same filing date, you must submit a separate application form (std. 678) for each examination.

QUALIFICATIONS APPRAISAL PANEL INTERVIEW: Applications will be accepted on a continual basis and interviews will be held as warranted by the needs of the Commission.

NOTE: Accepted applicants are required to bring either a photo identification card or two forms of signed identification to the Qualifications Appraisal Panel Interview.

Interviews will be scheduled in Long Beach and/or Hercules.

SALARY RANGE: \$4,115 – \$4,961 per month

THIS IS AN OPEN STATEWIDE EXAMINATION. Applications will not be accepted on a promotional basis.

REQUIREMENTS FOR ADMITTANCE TO THE EXAMINATION

NOTE: All applicants must meet the entrance requirements for this examination.

COMPETITION RESTRICTION

Competitors who are eliminated for not meeting the minimum qualifications as stated on this examination bulletin may reapply when the entrance requirements are met. Unsuccessful competitors who do not attain a minimum rating of 70% must wait 12 months from the date of disqualification before reapplying. Successful competitors establishing list eligibility for 12 months are restricted from reapplying again during the 12 month eligibility period indicated on your notice of eligibility.

MINIMUM QUALIFICATIONS

Experience: Four years of maritime or bulk oil transportation

experience, three years of which must have involved bulk oil transportation or inspection activities in a marine environment. Bulk oil transportation activities include experience working at a marine oil terminal or working with vessel oil transfer systems. Inspection activities include performing marine safety inspections or conducting third-party inspections of bulk oil transfers. **AND**

Education: Equivalent to completion of two years of college including course work in marine transportation, engineering, environmental sciences, public administration, business administration, or a related field. (Additional qualifying experience may be substituted for the required education on a year-for-year basis. Possession of a valid Unlimited Tonnage Master, Chief Mate, Second Mate, Third Mate, Chief Engineer, or First Engineer Merchant Marine License may be substituted for the education requirement.) **AND**

Possession of a valid driver's license of the appropriate class issued by the Department of Motor Vehicles. Applicants who do not possess the license will be admitted to the examination but must secure the license prior to appointment.

THE POSITION

This is the entry and first journey level for the series. Under general supervision, incumbents perform the majority of the routine fieldwork in support of the California State Lands Commission's pollution prevention program. Typical tasks include monitoring oil transfer operations at onshore and offshore marine facilities; assisting in scheduling, conducting, and reporting on annual and spot inspections; assisting with review of training and certification programs; conducting initial oil spill inquiries and reporting observations; maintaining current schedules of tank vessel and qualifying ballast water vessel arrivals; documenting and verifying compliance with State and Federal pollution prevention regulations; briefing supervisor of conditions in the field; ensuring compliance with marine facility operations manuals and vessel oil transfer procedures; examining marine facility and vessel oil transfer equipment, pollution prevention systems, fire fighting equipment, vessel inert gas systems, and facility vapor control systems; ensuring oil spill containment boom is available and pre-deployed as required; monitoring the cargo transfer equipment connections; monitoring marine facility and vessel personnel during the oil transfer; observing the procedures used to connect and disconnect the transfer system; reviewing ballast water management plans and physical sampling of vessel ballast water; inspecting pipelines and monitoring of pipeline testing; assisting in investigating previously unidentified marine facilities; preparing marine facility inspection reports and other documents as required; reviewing facilities operations manuals; assisting in the performance of comprehensive human factors and management system assessments; and performing other related work.

ADDITIONAL DESIRABLE QUALIFICATIONS

Experience in ship handling in harbors and mooring and anchoring of vessels. College level course work in the Environmental Services, Environmental Law, Marine Science, Marine Engineering, Petroleum Engineering, Business Administration, or Public Administration.

SEE REVERSE SIDE FOR ADDITIONAL INFORMATION

MARINE SAFETY INSPECTOR
VW20/8880 EXAM CODE: 10382BH

FINAL FILING DATE: Continuous

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California Relay (telephone) Service for the deaf
or hearing impaired.
From TDD phones: 1-800-735-2922
From voice phones: 1-800-735-2929

MARINE SAFETY INSPECTOR

BULLETIN RELEASE DATE: July 7, 2008 (Rev. 8/12/08)

SPECIAL PERSONAL CHARACTERISTICS

Keeness of observation; demonstrated ability to act independently; flexibility; and tact.

POSITION(S) MAY EXIST IN LONG BEACH & SAN FRANCISCO BAY AREA

EXAMINATION INFORMATION

This examination will consist of a qualifications appraisal interview in order to obtain a position on the eligible list, a minimum rating of 70% must be attained in the interview.

QUALIFICATIONS APPRAISAL – WEIGHTED 100%

SCOPE:

In addition to evaluating the competitor's relative abilities as demonstrated by quality and breadth of experience, emphasis in the examining interview will be on measuring competitively, relative to job demands, each competitor's:

A. Knowledge of:

1. California State Regulations (CCR) regarding: Marine Terminal Inspection and Management, Marine Terminal Personnel Training and Certification, Marine Terminal Oil Pipelines, and Structural Requirements for Vapor Control Systems at Marine Terminals;
2. Federal Regulations (CFR) regarding: Facilities Transferring Oil in Bulk, Oil Pollution Prevention Regulations for Vessels, and Oil Transfer Operations;
3. Marine terminal petroleum transfer equipment, systems, and procedures;
4. Tank vessel and barge petroleum transfer equipment, systems, procedures, and safe mooring practices;
5. Safety considerations at marine facilities and for vessels including worker safety, emergency procedures, and cargo characteristics;

6. Pipeline systems at marine facilities;
7. Offshore moorings, International Safety Guide for Oil Tankers and Terminals, Spill Prevention Control and Countermeasure Plans, the oil transportation industry, and International Standards Organization/International Safety Management Code;
8. Effects of oil pollution on the marine environment.

B. Ability to:

1. Act independently;
2. Reason logically and creatively;
3. Analyze data and present ideas and information effectively;
4. Communicate effectively;
5. Gain and maintain the confidence and cooperation of governmental, environmental, and industry officials;
6. Prepare clear and concise reports;
7. Work as an integral member of interdisciplinary teams.

ELIGIBLE LIST: Names of successful competitors are merged onto the list in order of final scores regardless of date. Eligibility expires 12 months after it is established.

Veterans' Preference **will** be granted in this examination. However, no veterans' credits shall be awarded to veterans who have achieved permanent civil service status.

Career Credit Points **will not** be granted in this examination.

GENERAL INFORMATION

It is the candidate's responsibility to contact the State Lands Commission Personnel Office three days prior to the written test date if he/she has not received his/her notice.

For an examination without a written feature, it is the candidate's responsibility to contact the State Lands Commission Personnel Office at (916) 574-1910 three weeks after the final filing date if he/she has not received a progress notice.

If a candidate's notice of oral interview or performance test fails to reach him/her prior to the day of the interview due to a verified postal error, he/she will be rescheduled upon written request.

Applications are available at the State Personnel Board office, local offices of the Employment Development Department and the State Lands Commission.

If you meet the requirements stated on the reverse, you may take this examination, which is competitive. Possession of the entrance requirement does not assure a place on the eligible list. Your performance in the examination described on the other side of this bulletin will be compared with the performance of the others who take this test, and all candidates who pass will be ranked according to their scores.

The State Personnel Board reserves the right to revise the examination plan to better meet the needs of the services if the circumstances under which this examination was planned change. Such revision will be in accordance with civil service law and rules and all competitors will be notified.

Examination locations: When a written test is part of the examination, it will be given in such places in California as the number of candidates and conditions warrant. Ordinarily, oral interviews are scheduled in Sacramento, San Francisco and Los Angeles. However, locations of interviews may be limited or extended as conditions warrant.

Eligible Lists: Eligible lists established by competitive examination, regardless of date, must be used in the following order: 1) subdivisional promotional, 2) departmental promotional, 3) multi departmental promotional, 4) service wide promotional; 5) departmental open, 6) open. When there are two lists of the same kind, the older must be used first. Eligible lists will expire in from one to four years unless otherwise stated on this bulletin.

General Qualifications: Candidates must possess essential personal qualifications including integrity, initiative, dependability, good judgment, and ability to work cooperatively with others; and a state of health consistent with the ability to perform the assigned duties of the class. A medical examination may be required. In open examinations, investigation may be made of employment records and personal history and fingerprinting may be required.

Interview Scope: If an interview is conducted, in addition to the scope described on the other side of this bulletin, the panel will consider education, experience, personal development, personal traits, and fitness. In appraising experience, more weight will be given to the breadth and recency of pertinent experience and evidence of the candidate's ability to accept and fulfill increasing responsibilities than to the length of his/her experience. Evaluation of a candidate's personal development will include consideration of his/her recognition of his/her own training needs; his/her plans for self-development; and the progress he/she has made in his/her efforts toward self-development.

High School Equivalence: Equivalence to completion of the 12th grade may be demonstrated in any one of the following ways: 1) passing the General Educational Development (GED) Test; 2) completion of 12 semester units of college-level work; 3) certification from the State Department of Education, a local school board, or high school authorities that the candidate is considered to have education equivalent to graduation from high school; or 4) for clerical and accounting classes, substitution of business college work in place of high school on a year-for-year basis.

Veterans Preference: California law limits the granting of veterans preference credits to entrance examinations. When credit is granted it is as follows: 10 points for veterans, widows or widowers of veterans, and spouses of 100% disabled veterans; and 15 points for disabled veterans. Directions for applying for veterans preference are on the Veterans Preference Application which is available from the State Personnel Board offices or written test proctors.

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